

## DUAL ENROLLMENT INTERLOCAL AGREEMENT TEMPLATE

In the interest of serving our local area high school students more fully, (the college) and its area high schools (\_\_\_\_\_), hereby enter into an agreement for dual enrollment, thereby allowing qualified students from these schools the opportunity to take college coursework while they are enrolled in high school. Dual enrollment options available to high school students include:

a) **dual-credit** which awards both high school credit and college credit for the same course taken by the high school student, and

b) **college-credit-only** which awards college credit, but not high school credit, for a college course taken by the high school student.

The dual enrollment program is designed to serve high school juniors and seniors who have the proven academic ability and motivation to face college level challenges and responsibilities. The program affords qualified students with the opportunity to earn college credit at a reduced tuition rate while finishing the requirements of a high school diploma. Tuition and fees are the obligation of the student and his/her parents or guardian. Dual enrollment students, whether dual credit or college-credit-only, will pay:

- \_\_\_\_ percent of the normal tuition
- \_\_\_\_ percent of all mandatory fees
- \_\_\_\_ percent of all course/program fees
- \_\_\_\_ percent of all testing fees
- \_\_\_\_ percent of cost of textbooks, transportation and any other regular cost associated with attending college

The Dual enrollment program only applies to college classes numbered 100 or above, and eligible students will be limited to a maximum of \_\_\_\_ credits per semester at the reduced rate of tuition. Students enrolled in approved dual credit courses will be awarded both high school and college credit upon successful completion of courses.

The high schools must consent for the student to take any dual enrollment college course. For Dual Credit courses, the high school official will approve each college course and will assign the amount of high school credit awarded for the college credit. High standards exist for students to enter the dual enrollment program, and the college will determine college readiness through placement testing, high school grades, and counselor recommendation.

Upon completion of each semester, the college will send the grades for **dual credit** courses to their respective high schools. The student will sign a release of information allowing high schools and parents or guardians information from the college on student performance.

**Requirements for entering into the Dual Enrollment Program:**

1. Be enrolled in a high school which has a current interlocal dual enrollment agreement with the       **(college)**      .
2. Be at least 16 years of age or have junior or senior standing.
3. Have successfully completed the required high school classes at that grade level and be on target for high school graduation.
4. Have signed approval from parent or guardian.
5. Take the       **(college)**       placement tests. Admission to the Dual Enrollment Program is based on the student meeting college-level cut-off scores that are currently in effect for college-level courses. Exceptions will be based on high school counselor recommendations taking into account good high school grades and high motivation. Placement tests cost        and are scored by the next day.
6. Meet the same prerequisites required of on-campus students for courses that require specific placement tests, scores, or prerequisite courses.
7. Have approval from a college counselor or representative.
8. Take only college-level courses numbered 100 and above.
9. Adhere to all the policies of students of       **(the college)**       as described in its catalog.

Applications for the Dual Enrollment Program will be available in the all of the high school counseling offices and at the Admissions offices of       **(the college)**      .

\_\_\_\_\_  
School District

\_\_\_\_\_  
Date

\_\_\_\_\_  
College

\_\_\_\_\_  
Date

3/08/05